



Townsend Town Council Meeting
April 5th, 2023 @ 7:00 pm
VIA CONFERENCE CALL &
Town Hall
141 Main St, Townsend, DE 19734

7:00 pm Town Council Meeting

- I. Call to Order:
- II. Opening Ceremonies
 - A. Roll Call:
 - B. Pledge of Allegiance:
 - C. Recognition of Visitors:
 - D. Announcements:
- III. Citizens Comments & Participation
- IV. Adoption of Agenda.
- V. Approval / Rejection of Minutes
 - A. **ACTION ITEM:** Approval/ Rejection of Town Council Minutes from the February 1st, 2023, Town Council Meeting.
 - B. **ACTION ITEM:** Approval/ Rejection of Town Council Special Meeting Minutes from the February 15th, 2023, Town Council Meeting.
 - C. **ACTION ITEM:** Approval/ Rejection of Town Council Minutes from the March 1st, 2023, Town Council Meeting.
 - D. **ACTION ITEM:** Approval/ Rejection of Town Council Minutes from the March 1st, 2023, Town Council Meeting Executive Session.
 - E. **ACTION ITEM:** Approval/ Rejection of Town Council Minutes from the March 15th, 2023, Town Council Special Meeting.
- VI. Presentation by McKenna Fitzwater regarding a community food pantry.
- VII. Reports:
 - A. Mayor
 - B. Town of Townsend Police Chief's Report
 - C. Town Solicitor N. Christopher Griffiths
 - D. Town Engineer Edwin Van-Otoo
 - E. Town Manager Antonina Tantillo
 - 1. Announcement by Town Clerk Mariaelena Rivera regarding the 2023 Election.
 - 2. **ACTION ITEM:** Discussion and possible vote regarding Town of Townsend Board of Elections members.
 - F. New Castle County Councilman David Carter
- VIII. Committee Reports
 - A. **Finance Committee:** Chair: Councilman Dugan, Co-Chair: Mayor Lobdell

Town Meetings will return to both an in person and a virtual format.

Those wishing to attend virtually may dial **1(301)715-8592**. When directed, provide following meeting ID **827- 6421-7575#** and then the following password **361631#** to enter the meeting. If you choose to access the meeting online click the following link: <https://us02web.zoom.us/j/82764217575?pwd=aHI4RDhTZ0xiME1HV0ZOcHRxSHZ3QT09>

Residents will be able to view documents posted to the meeting tab on the Town website at <https://townsend.delaware.gov> or by joining the meeting via computer.

1. **ACTION ITEM:** Discussion and first reading of Ordinance 2023-003 An Ordinance to Update the Pay Scale of Council
 2. **ACTION ITEM:** Discussion and possible vote of Resolution 2023-004 A Resolution to Revise the Town of Townsend Financial Policy.
 3. **ACTION ITEM:** Discussion and possible vote of Resolution 2023-005 A Resolution to Revise the Town of Townsend Purchasing Policy.
- B. **Human Resources Committee:** Chair: Mayor Lobdell, Co-Chair: Councilman Dugan
- C. **Public Works Committee:** Chair: Councilman Dugan, Co-Chair: Councilman Mertz
- D. **Land Use and Development Committee:** Chair: Councilwoman Rojas, Co-Chair: Mayor Lobdell
- E. **Veterans Committee:** Chair: Councilwoman Clarke, Co-Chair: Councilwoman Rojas
- F. **Public Safety Committee:** Chair: Councilman Mertz, Co-Chair: Councilwoman Clarke
1. **ACTION ITEM:** Discussion and possible vote of Resolution 2023-002 A Resolution to Revoke and Replace Resolution 2021-014 and Define the Reporting of the Police Chief
- G. **Community Engagement Committee:** Chair: Councilwoman Rojas
1. Announcement of Town of Townsend Easter Coloring Contest Winners.
- H. **Code Review Committee:** Chair: Mayor Lobdell, Co-Chair: Councilman Mertz
1. **ACTION ITEM:** Discussion and possible vote regarding Resolution 2023-001 A Resolution to Request to Amend the Town of Townsend Charter.
 2. **ACTION ITEM:** Second reading and possible vote regarding Ordinance 2023-002 An Ordinance to Amend Section 2.20 Elections of the Town of Townsend Municipal Code in order to fill vacancies when there are not enough candidates for office.
 3. **ACTION ITEM:** Discussion and possible vote regarding Resolution 2023-003 A Resolution to Create a Policy for Communication of Minutes and Agendas.
- I. **National Wildlife and Historic Preservation Committee:** Chair: Councilwoman Clarke, Co-Chair: Councilman Dugan
- IX. Recess Council Meeting to Convene Executive Session.
- X. **Convene Executive Session:** Pursuant to 29 Del. C. §§10004(b)(2) and (4), the Town Council will consider a motion to meet in executive session for a strategy session, which will include legal advice or opinions from an attorney-at-law, with respect to potential litigation, as well as discussions that may have an adverse effect on the bargaining or litigation position of the Town.
- XI. Close Executive Session & Re-convene Council Meeting.
- XII. **ACTION ITEM:** Discussion and possible vote on the acquisition of real property.
- XIII. Adjournment.
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